



TO: Members of Workforce Solutions Capital Area Workforce Board and Interested Parties

FROM: Melanie Flowers, Chair

DATE: November 29, 2022

SUBJECT: Board of Directors Meeting

The annual retreat of the Workforce Solutions Capital Area Board of Directors will be held on:

DATE: December 7th – 8th , 2022

TIME: 11:30 AM – 7:15 PM (Dec. 7th)
7:30 AM – 4:30 PM (Dec. 8th)

LOCATION: Lakeway Spa and Resort
101 Lakeway Dr, Lakeway, TX 78734
Colorado Room I, II

Workforce Solutions Capital Area Workforce Board is committed to compliance with the Americans with Disabilities Act (including sign language). Reasonable accommodations will be provided to individuals with disabilities upon advance request. Please call Donna Crenshaw at 597-7124 at least 48 hours in advance of the meeting date.

Attachment: Agenda

Our Mission:	To lead the region's workforce system in the development of a world class workforce.
Our Vision:	All people (our human capital) are productive and our region is prosperous.
Our Values:	Diversity Leadership Collaboration Innovation Accountability and Results



December 7-8, 2022 Board of Directors Annual Meeting & Retreat

WFS Board Retreat Detailed Agenda
Lakeway Spa and Resort
101 Lakeway Dr, Lakeway, TX 78734
Colorado Room I, II

Approx. Time	Topic	Facilitator/ Presenter
DAY ONE	WEDNESDAY 12/7	
11:30-12:30	Arrive / Lunch Buffet served in room	
12:30-12:45	Welcome & Retreat Overview	Melanie Flowers Cesiah Kessler
12:45-1:15	Board Meeting Agenda: I. Call to Order & Quorum Determination II. Declarations of Conflict of Interest III. Public Comment IV. Approval of Consent Agenda (Action Item) - Approval of October 2022 Minutes V. Discussion and appropriate action regarding Board financials (Action Item) VI. THE FOLLOWING MAY BE DISCUSSED IN EXECUTIVE SESSION OR OPEN MEETING AND HAVE ACTION TAKEN IN AN OPEN MEETING: 551.074 – Personnel Matters Relating to CEO, the CEO's contract, duties, etc.	
1:15-2:15	Year in Review: 2022 Workforce Solutions' Highlights	Yael Lawson Angela Benavides Cheryl Carter Louis Tatum Jameson Cardenas
2:15-2:30	Break	
2:30-2:45	Hire Local Plan Update: Top Line Data Take-Aways from the Year	Dr. Greg Cumpton

2:45-4:15	Hire Local Plan Update: Industry Sector Directors Report Outs regarding Scorecards and Measures of Success	Ashley King Jessie Camarillo Amber Warne Alexis Flores Cesiah Kessler
4:15-5:15	Industry Sector Council Insights -Fireside Chat	Board Member Industry Leaders Ashley King
5:15-5:45	Texas Workforce Commission Insights	TWC Chairman Bryan Daniel
5:45-6:15	Icebreaker	Melanie Flowers
6:30-7:15	Wrap-Up Plan for Second Day of Retreat	Melanie Flowers
7:15	Board of Directors Dinner	

DAY TWO	THURSDAY 12/8	
7:30-8:15	Breakfast buffet	
8:15-9:00	Team Activity – Sharing our Strengths	
9:00-10:00	Vision for our Future	Melanie Flowers Tamara Atkinson
10:00-10:15	Break	
10:15-11:00	Break-out conversation – Opportunities/Actions regarding Industry Sectors	Cesiah Kessler
11:00-12:00	How - Transformation – Our Clients	Janee’ White Jameson Cardenas
12:00-1:00	Lunch	
1:00-2:00	How – Transformation – Our Services/Delivery	Yael Lawson Aaron Smith

2:00-3:00	Break-out conversation - Bringing Board member strengths together to impact Industry Sectors	Cesiah Kessler
3:00-3:15	Break	
3:15 – 4:00	How – Transformation – Our Facilities	Joe Cooper Bill Imhoff
4:00-4:30	Wrap-Up What's Next	Melanie Flowers Tamara Atkinson

A proud partner of the  **americanjobcenter**®network

Workforce Solutions Capital Area is an Equal Opportunity Employer/Program. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Donna Crenshaw at 512.597.7124 at least two (2) working days prior to the meeting, so that appropriate arrangements can be made. Relay Texas: 1.800.735.2989 (TDD) / 711 (Voice)

www.wfscapitalarea.com



PUBLIC COMMENT PROCEDURES

for Workforce Solutions Public Meetings

INVITATION TO COMMENT

Workforce Solutions Capital Area (WFS) posts a notice with agenda for all its Board of Directors and board committee meetings with the Travis County Register and on our website, in compliance with the Open Meetings Act. WFS encourages the public to speak on any issue that is under WFS's jurisdiction and includes Public Comment on the agenda in each of its public meetings.

Public comments at WFS Board meetings may be limited to a reasonable number and frequency. WFS does not and will not discriminate among speakers for or against any point of view.

PUBLIC COMMENT PROCEDURE

You may sign up to make a public comment prior to the start of any meeting. There is a sign-up sheet conveniently located at the entrance of the meeting conference room. This two-day meeting will be held at:

Workforce Solutions Capital Area Board of Directors meeting
Lakeway Spa and Resort
101 Lakeway Dr, Lakeway, TX 78734
Colorado Room I, II

A proud partner of the  **americanjobcenter**® network

Workforce Solutions Capital Area is an Equal Opportunity Employer/Program. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Donna Crenshaw at 512.597.7124 at least two (2) working days prior to the meeting, so that appropriate arrangements can be made. Relay Texas: 1.800.735.2989 (TDD) / 711 (Voice)

www.wfscapitalarea.com